

Executive Registry
64-1192

13 JAN 1964

Approved by [Signature]

The President
The White House
Washington 25, D.C.

Dear Mr. President:

This letter is in response to your Memorandum for the Heads of Departments and Agencies, dated 24 December 1963, which set forth further measures to be taken in order to hold down federal employment levels.

I believe that the Central Intelligence Agency is now moving in the direction you desire with respect to economies in the allocation of both funds and manpower. Much remains to be done, but the seriousness of your intent to achieve maximum output with minimum personnel has been made explicit to supervisors at every echelon by a series of very rigid management actions controlling personnel. Some positive results will be realized immediately, and substantial gains will be made over the next 18 months.

A capsule history of this Agency's personnel strength shows a steady upward curve from 1947 to 1957, followed by five years during which the on-duty level held at about [redacted]. In the last two years on-duty strength has increased by [redacted] -an increase directly attributable to new or expanded responsibilities in photo-interpretation, reconnaissance, communications, [redacted] activities. These additional employees were necessary despite a great deal of reprogramming and reallocating of existing personnel resources.

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For Fiscal Year 1965 the original requests from Agency components would have called for a personnel ceiling of [redacted]. After close review I reduced this to an end-year figure of [redacted] before submission to the Bureau of the Budget, where subsequent reviews led to further reduction and a tentative allowance of [redacted]. In mid-December I agreed to a further downward adjustment to [redacted] employees on duty as of 30 June 1965 --the same end-year figure as for the current fiscal year.

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(EX-2)

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Against this background, my staff and I have given thoughtful consideration to the identification of further areas where personnel requirements could be lowered in order to establish an end-of-year target below [redacted] level. At this point in time we can foresee no diminution in our present responsibilities and can isolate no functions which could be discontinued. Nevertheless, I am convinced that with additional study some procedures can be simplified or some lesser priority activities curtailed which may permit a somewhat lower level of on-duty personnel. As yet I am unable to estimate what that figure might be. But in the interim I do not believe that an arbitrary cut of [redacted] spread by percentage across the board, would be a prudent or effective means of achieving further economies.

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I will be reporting to you as we progress with this problem.

Respectfully yours,

(Signed) JOHN A. McCONE

John A. McCone
Director

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O/BPAM [redacted] vgd 8 Jan 64

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